

COURSEWARE

**PRINCE2® 2017 Edition
Foundation**

Courseware - English

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The Managing Successful Projects with PRINCE2® manual 2017

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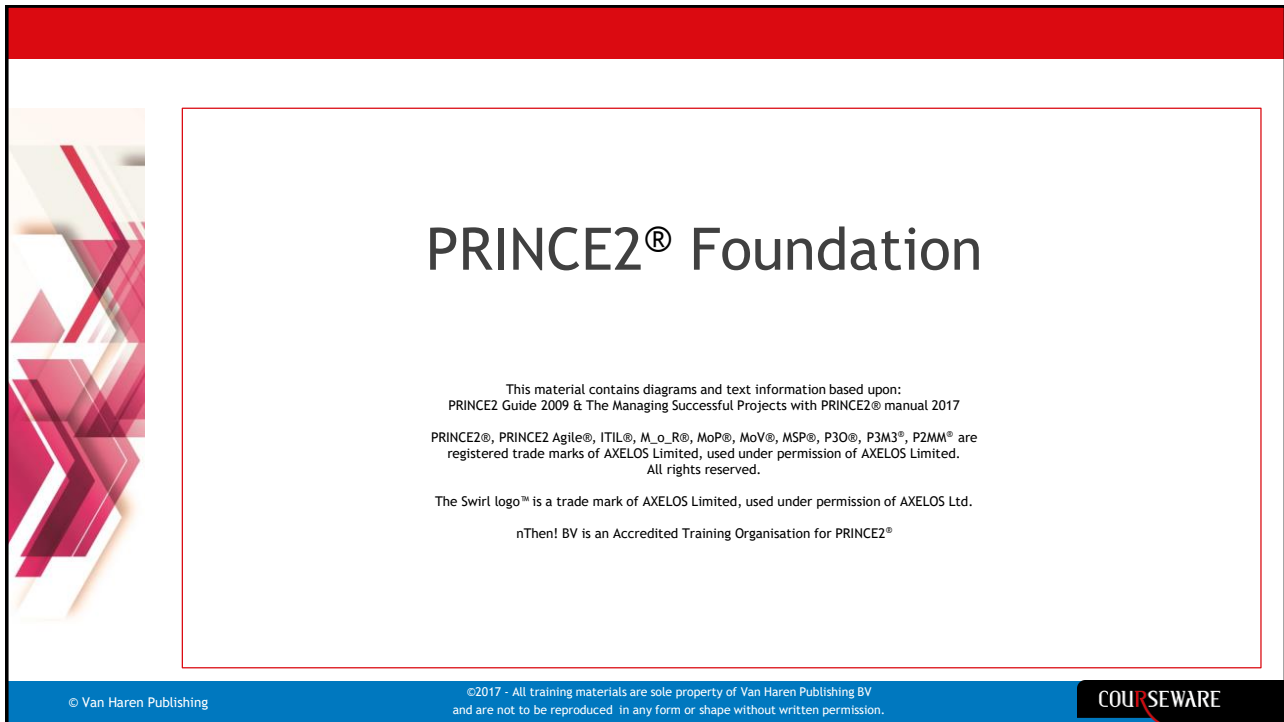
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PRINCE2® Foundation

This material contains diagrams and text information based upon:
PRINCE2 Guide 2009 & The Managing Successful Projects with PRINCE2® manual 2017

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Program Day 1

Introduction to PRINCE2® 2017	5
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The Themes of PRINCE2®	14
Theme Business Case	18
Theme Organization	24
Pre-project stage: Starting Up and Initiating a Project	33
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Preparation

- Read and make practice exams

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Program Day 2

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Theme Risk (M_o_R®)	75
Controlling a Stage, Managing Product delivery and manage a Stage Boundary	88
Theme Change	93
Theme Progress	103
Managing a Stage Boundary	110
Closing a Project	113
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Getting acquainted

This clipboard shows the paragraph (§) where info can be found in the handbook



- Introductions and learning objectives
- Way of working during the training course
- Agenda

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Introduction to PRINCE2®

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§ 1.2

Why do we need a project?

- It's a change
- It's temporary
- It's multi disciplinary
- It's unique
- It's uncertain

• *Definition: PRINCE2 project* = A **temporary organization** that is created for the purpose of delivering one or more **business products** according to an agreed **business case**.

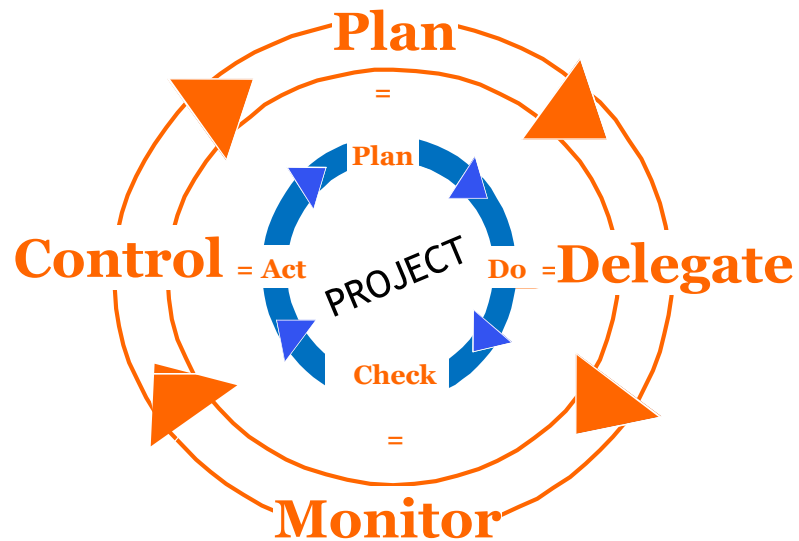
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§ 1.3

Deming Circle for Projectmanagers



Aspects of Project performance

- Money / Costs
- Time
- Quality
- Scope
- Risk
- Benefits



DEVILS QUADRANTS of Dr. NOTH

Fig. 2.1

AXELOS portfolio / Best Practices Family

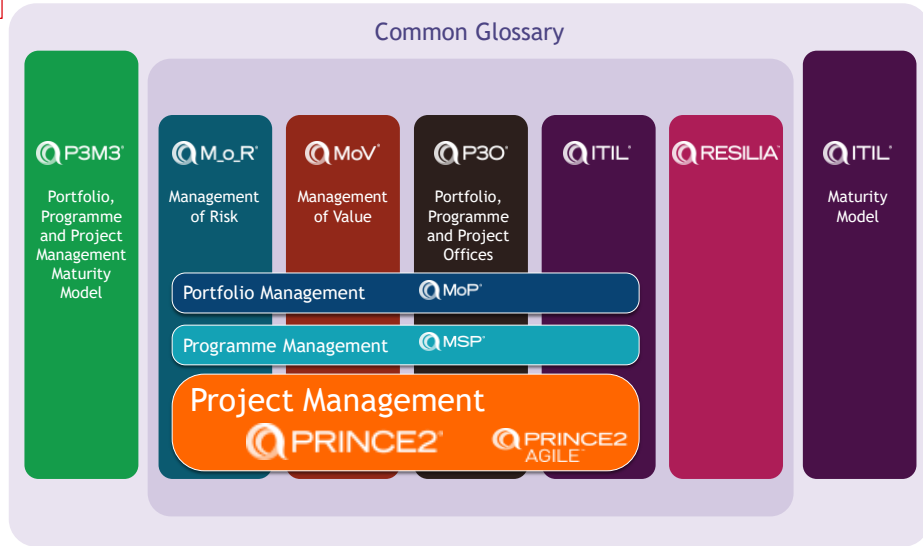
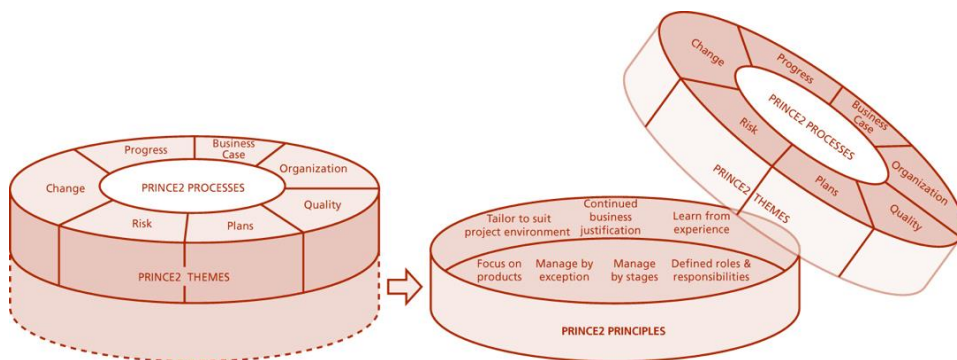


Fig. 2.2

De Structure of PRINCE2




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Figure 2.2 Differences in PRINCE2™ v2009 versus V2005 (Based on OGC PRINCE2 material)

Source: Project management based on PRINCE2® 2009 Edition

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Principles of PRINCE2®

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§ 3

The 7 Principles

1. Continued Business Justification
2. Learn from experience
3. Defined roles and Responsibilities
4. Manage by Stage
5. Manage by Exception
6. Focus on products
7. Tailor to suit the project environment

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The 7 Processes of PRINCE2

1. Starting Up a project
2. Initiating a Project
3. Directing a Project
4. Controlling a Stage
5. Managing Product delivery
6. managing Stage Boundaries
7. Closing a Project



The Themes of PRINCE2

§ I

The 7 Themes

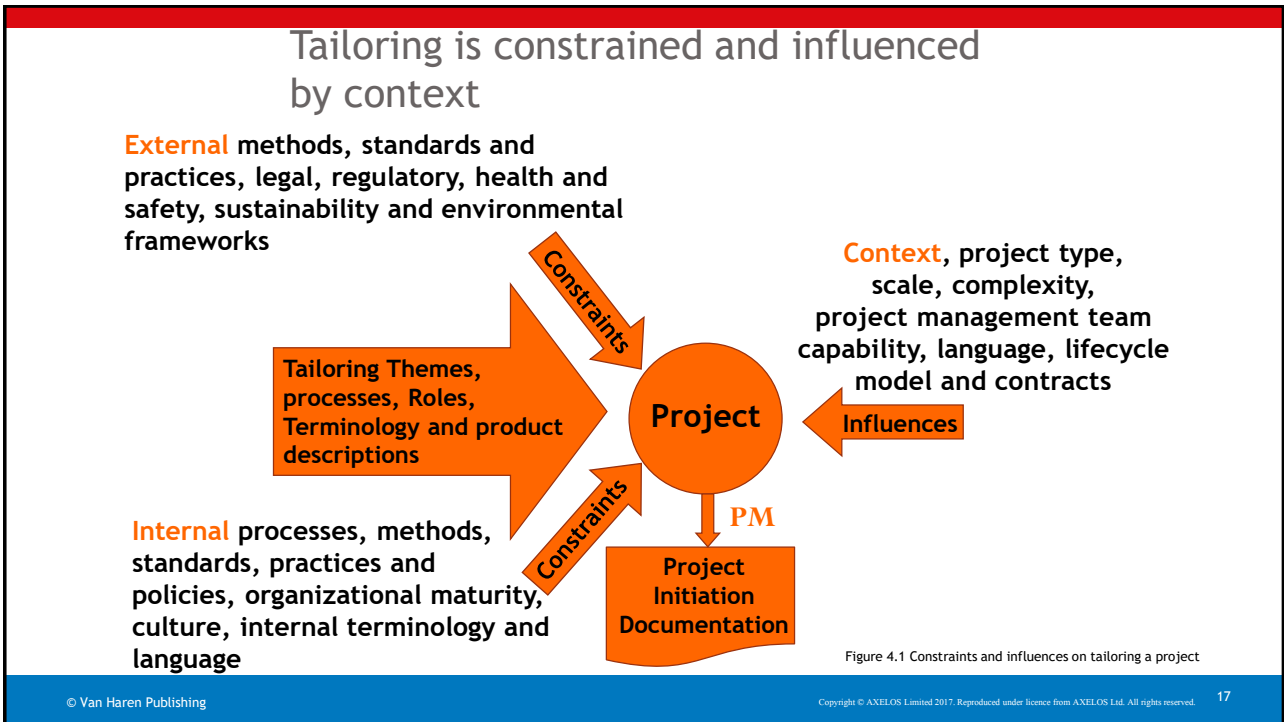
- Business Case
- Organization
- Quality
- Plans
- Risk
- Change
- Progress

Tailoring is concerned with the appropriate use of PRINCE2

The following aspects of PRINCE2® may be tailored:

- **Processes** may be combined or adapted (e.g. by adding or combining activities).
- **Themes** can be applied using techniques that are appropriate to the project.
- **Roles** may be combined or split, provided that accountability is maintained and there are **no conflicts of interest**. See section 7.2.1.10 for restrictions.
- **Management products** may be combined or split into any number of documents or data sources. They will often take the form of formal documents, or slide decks, wall charts or data held on IT systems.
- **Terminology** may be changed to suit other standards or policies, provided it is applied consistently

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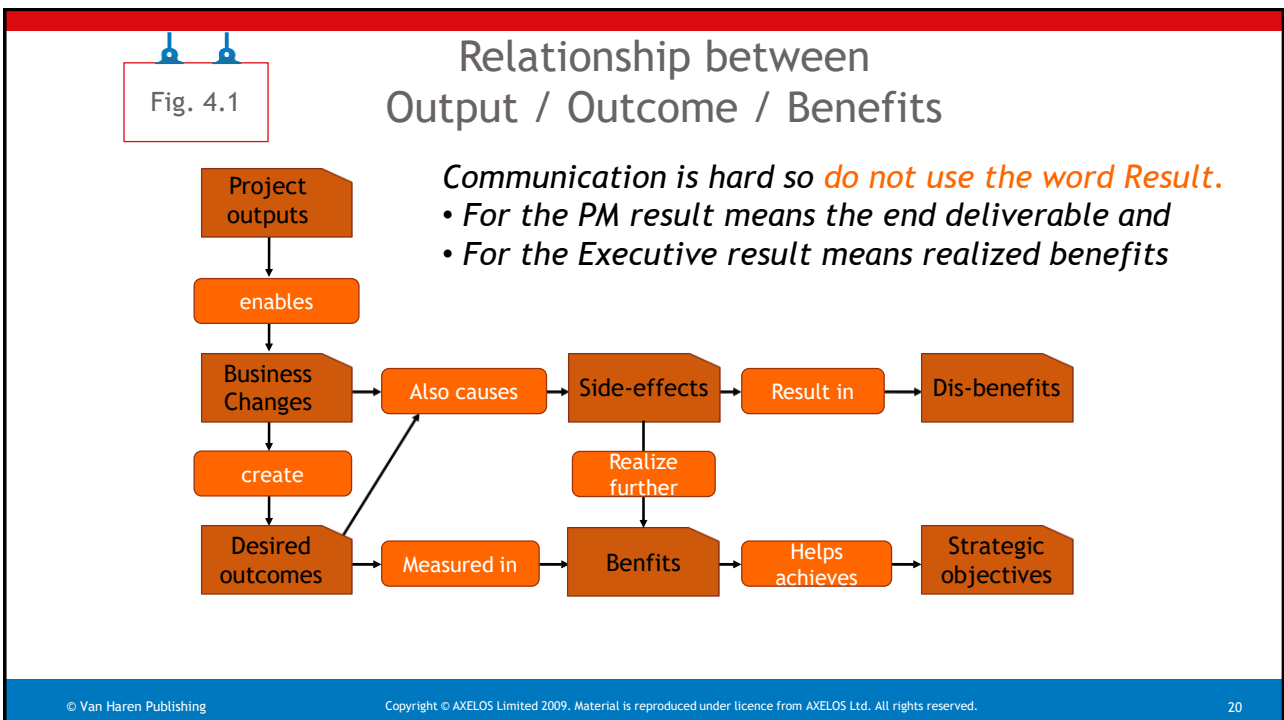
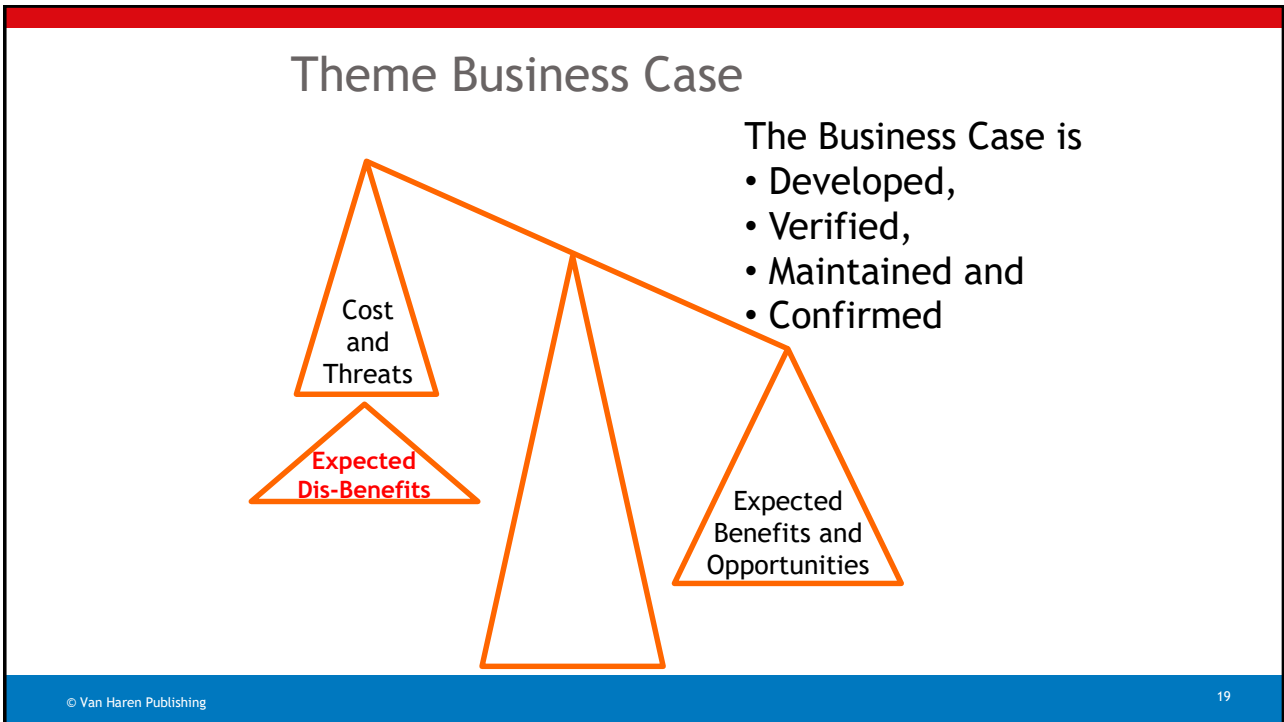
Theme Business Case

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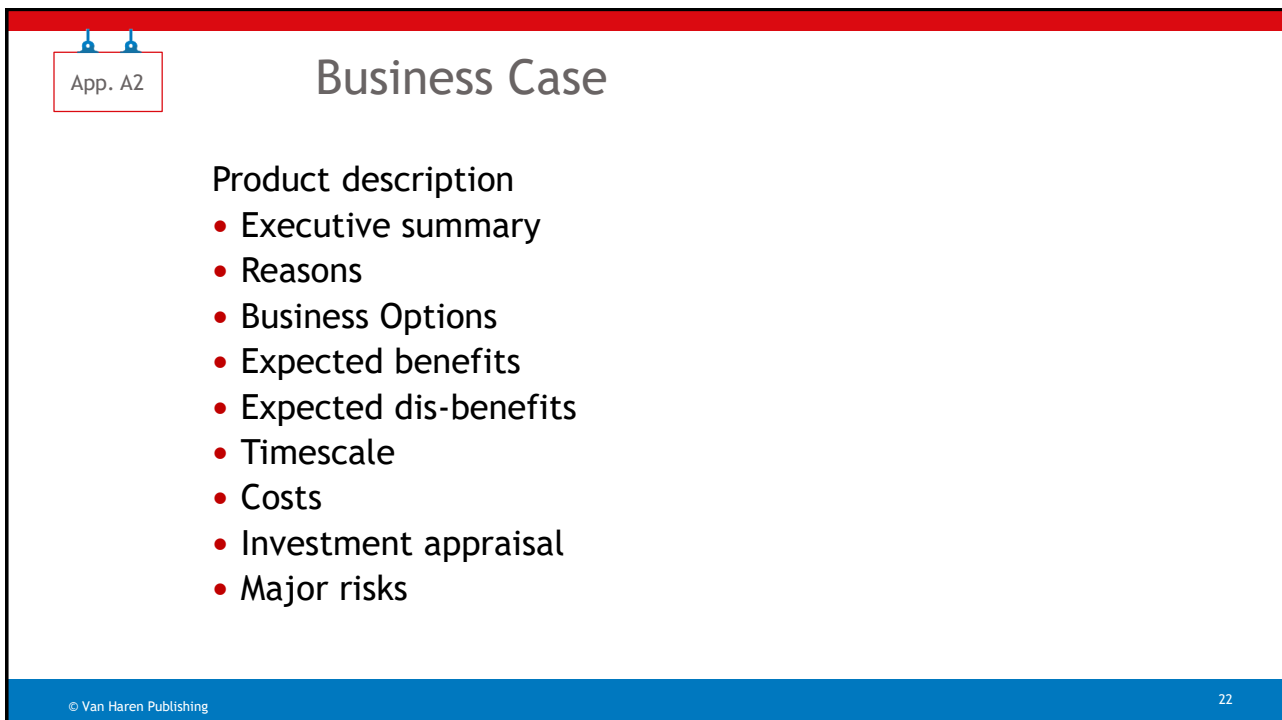
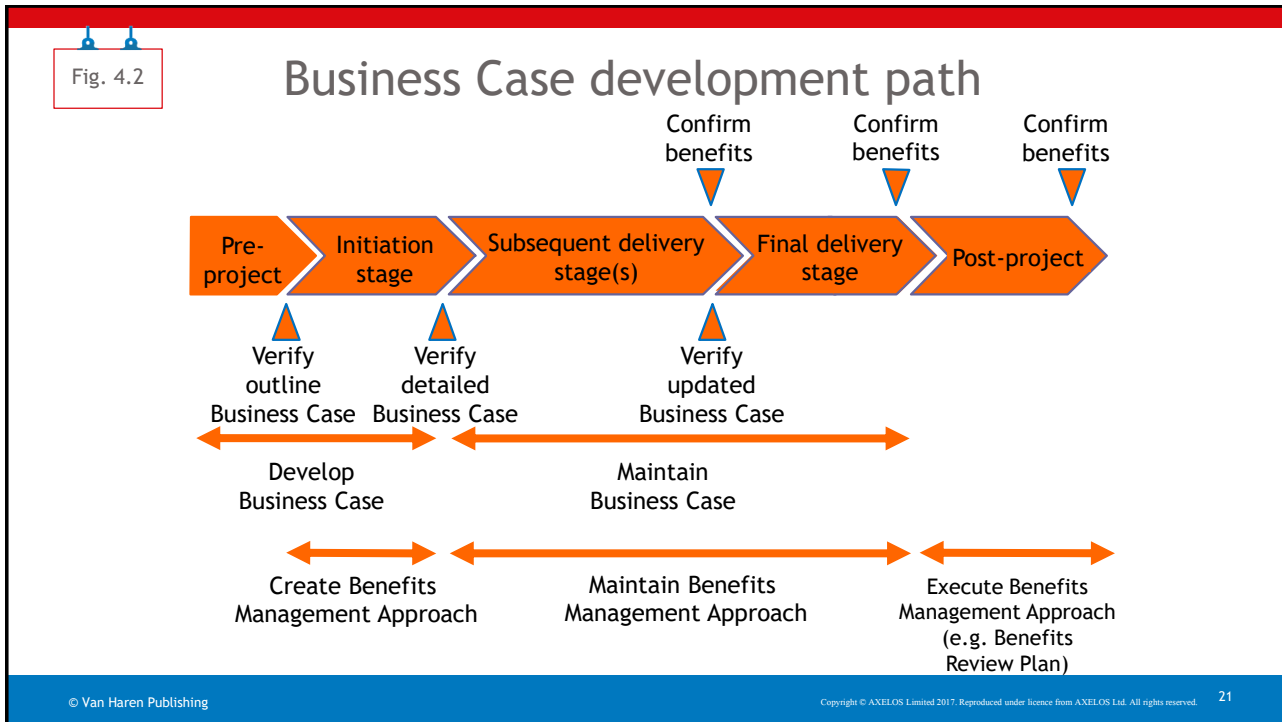
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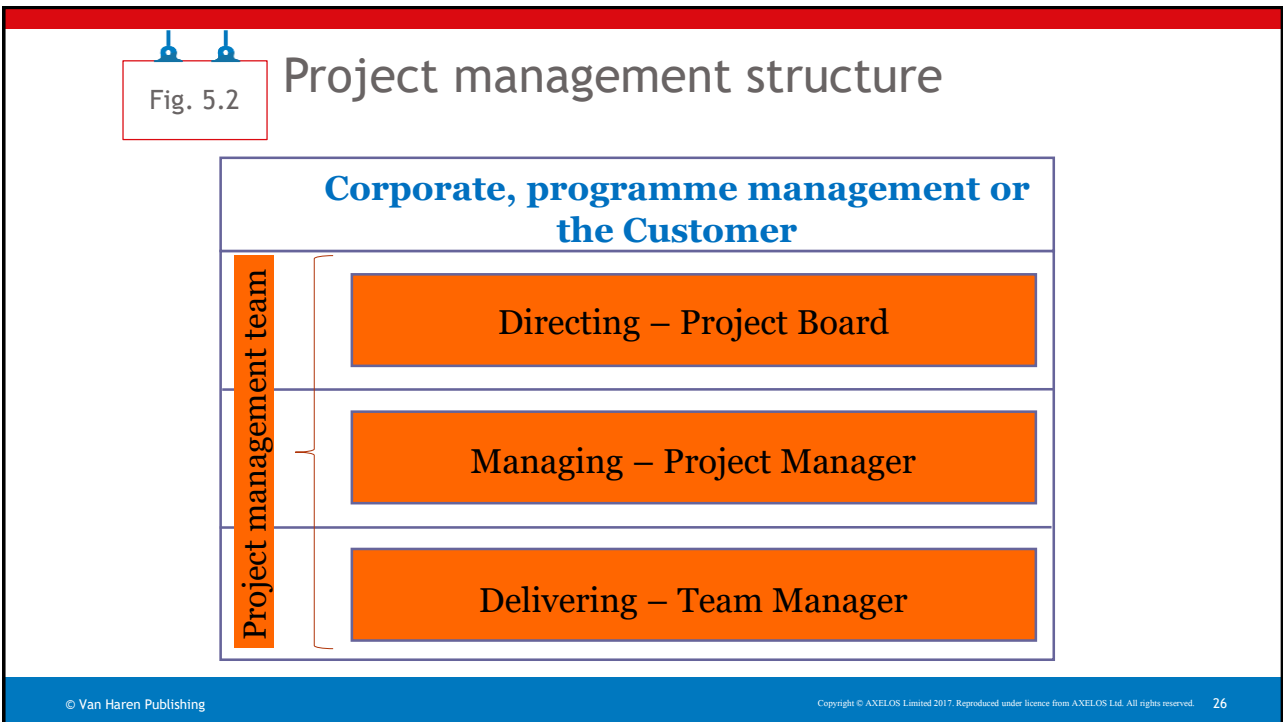
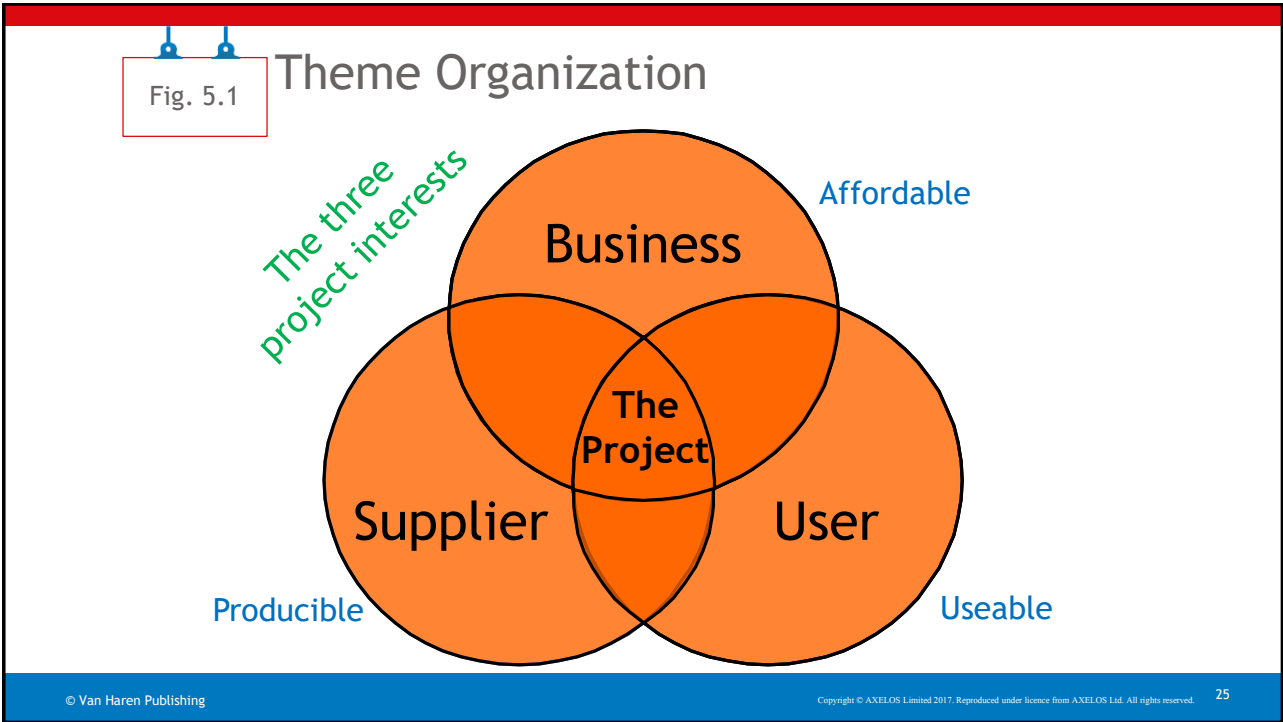
Minimum Requirement of using the BC

To be following PRINCE2, a project must, as a minimum:

- Create and maintain a business justification for the project; usually a business case
- Review and update the business justification in response to decisions and events that might impact desirability, viability or achievability of the project
- Define the management actions that will be put in place to ensure that the project's outcomes are achieved and confirm that the project's benefits are realized
- Define and document the roles and responsibilities for the business case and benefits management



Theme Organization



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Fig. 5.5

Stakeholders



Teun van Aken

Fig. 5.3

Project Organization

..... Line of support/advice
 - - - Project Assurance responsibility
 — Line of Authority

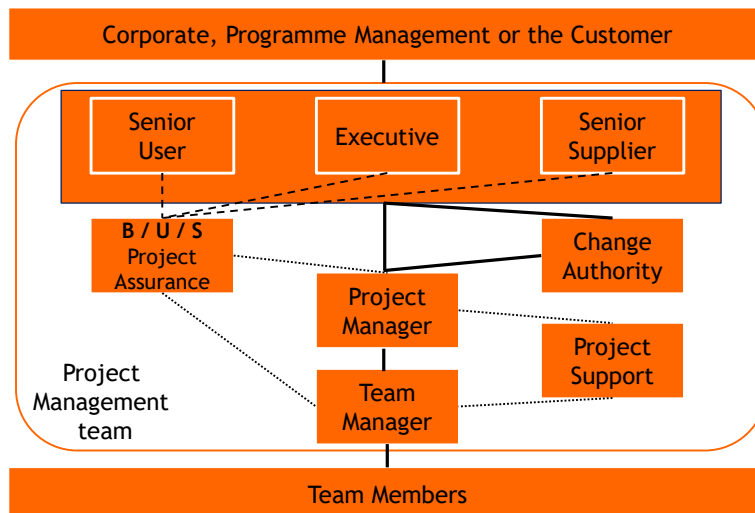
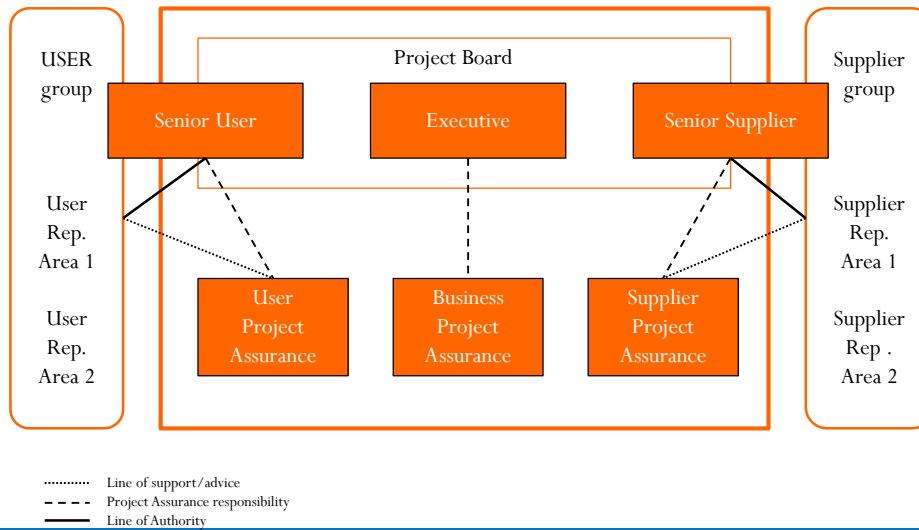


Fig. 5.4

Using User and Supplier groups



Project Board

Key characteristics

- Authority (**decision power**)
- Credibility
- Ability to delegate
- Availability

Minimum Requirement of using the PRINCE2® Organization

To be following PRINCE2, a project must, as a minimum:

- Define its organization structure and roles. ensure that all responsibilities in PRINCE2's role descriptions are fulfilled
- Document the rules for delegating **change authority** responsibilities, if required
- Define its approach to **communicating** and **engaging with stakeholders**.

PRINCE2® requires two products

- **PID** In the context of the organization theme, this provides the single source of reference for how the project is to be managed. The PID sets out the project management team structure and roles. Appendix A (sections A.20)
- **Communication management approach** This describes the means and frequency of communication to stakeholders both internal and external to the project. Appendix A (sections A.5)

Both these products should be created during the Initiating a Project process